

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: September 17, 2025

Submitted By:

Park Commission

Agenda Item:

Discussion and possible action a recommendation from the Park Commission to hire a landscape architect to design and define parking areas, plant trees, and landscape locations for park improvements for up to \$17,000 to be funded by RCDC

Description:

At the August Park Commission meeting, the Park Commission discussed the need to hire a landscape architect and to request funding from the RCDC. They made the following motion:

Mary Elizabeth Cofer moved to hire landscape architect to design and define parking areas, plant trees, and landscape locations for improvements of the park and to send it to RCDC for funding up to \$15,000. Diana Wallace seconded the motion. The motion carried with 4 in favor and 0 against.

At the September RCDC Meeting, the RCDC considered the Park Commission's recommendation and made the following motion:

Brian Rider moved that the RCDC approve a \$15,000 request for landscape architect services and \$2,000 for topo survey services to address the feasibility of this plan. Barry Delcambre seconded the motion. The motion carried with 5 in favor and 0 against.

Action Requested:

To consider the authorization of \$17,000 from the RCDC budget to be used to hire a landscape architect and for a topographical survey of the park.

Fiscal Impacts:

If approved, \$17,000 would be used from the RCDC budget for the landscape architect and topographical survey for the park.

Attachments:

- Melissa Morrow – Park Landscape Development Design Proposal
- Alex Robinette – RW PRKG